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Committee on Conferences
Substantive session of 2002

Agenda and programme of work for 2002

The agenda for the substantive session of 2002 of the Committee on Conferences was approved by the Committee at its organizational session, on 22 March 2002, on the basis of a draft agenda proposed by the Secretariat in document A/AC.172/2002/L.1. The approved agenda for the substantive session of 2002 is accordingly issued in the present document, together with annotations regarding the documentation for the Committee's consideration in 2002. The Committee agreed to the proposal of the Secretariat that the reporting on most items on its agenda would be included in two comprehensive reports, one on improving the performance of the Department of General Assembly Affairs and Conference Services and the other containing statistical and analytical information on the various individual agenda items.

Agenda for the substantive session of 2002

1. Adoption of the agenda and other organizational matters.
2. Calendar of conferences and meetings:
   - (a) Adoption of the draft revised calendar of conferences and meetings for 2003;
   - (b) Improved utilization of conference-servicing resources and facilities:
     - (i) Meeting statistics of United Nations organs;
     - (ii) Consultations with/letters to bodies concerning utilization of the conference services available to them;
     - (iii) Provision of interpretation services to meetings of regional and other major groupings of Member States;
     - (iv) Improved utilization of conference facilities at the United Nations Office at Nairobi;
     - (v) Improved coordination and utilization of conference services;
   - (c) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243.

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3. Documentation-and publication-related matters:
   (a) Submission of documentation;
   (b) Distribution of documentation;
   (c) Compliance with the regulations concerning page limits.
4. Translation-and interpretation-related matters:
   (a) Use of remote interpretation;
   (b) Utilization of new technologies;
   (c) Language services posts:
      (i) Temporary assistance posts;
      (ii) Employment of retirees;
      (iii) Employment of interpreters with desired language combinations.
5. Information technology.
6. Organization of work.
7. Adoption of the report.

Annotations

1. Adoption of the agenda and other organizational matters

2. Calendar of conferences and meetings

(a) Adoption of the draft revised calendar of conferences and meetings for 2003

A draft revised calendar for 2003 will be submitted by the Secretariat to the Committee.

(b) Improved utilization of conference-servicing resources and facilities

(i) Meeting statistics of United Nations organs

The Secretariat will report to the Committee on meeting statistics of United Nations organs.

(ii) Consultations with/letters to bodies concerning utilization of the conference services available to them

An oral report will be presented on the matter.

(iii) Provision of interpretation services to meetings of regional and other major groupings of Member States

The Secretariat will submit a written report to the Committee. The period covered will be from July 2001 to April 2002 in order to facilitate the timely issuance of the report.

(iv) Improved utilization of conference facilities at the United Nations Office at Nairobi

The Secretariat will report to the Committee on the matter.

(v) Improved coordination and utilization of conference services

The Secretariat will report to the Committee on the matter.

(c) Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243

A conference room paper on the requests received in this regard will be prepared by the Secretariat for consideration by the Committee.

3. Documentation-and publication-related matters

(a) Submission of documentation

The Secretariat will report to the Committee on the matter.

(b) Distribution of documentation

A report on this sub-item, contained in document A/C.5/56/37, has been issued.

(c) Compliance with the regulations concerning page limits

The Secretariat will report to the Committee on the matter.

4. Translation- and interpretation-related matters

(a) Use of remote interpretation

The Secretariat will report on the matter.

(b) Utilization of new technologies

The Secretariat will report to the Committee on the matter.

(c) Language services posts

(i) Temporary assistance posts

The Secretariat will report on the matter.

(ii) Employment of retirees

A report will be submitted to the Committee for information.

(iii) Employment of interpreters with desired language combinations

The Secretariat will report on the matter.

5. Information technology

The Secretariat will report to the Committee on the matter.

6. Organization of work

The Committee will keep under review the procedure governing the participation of observers.

7. Adoption of the report